

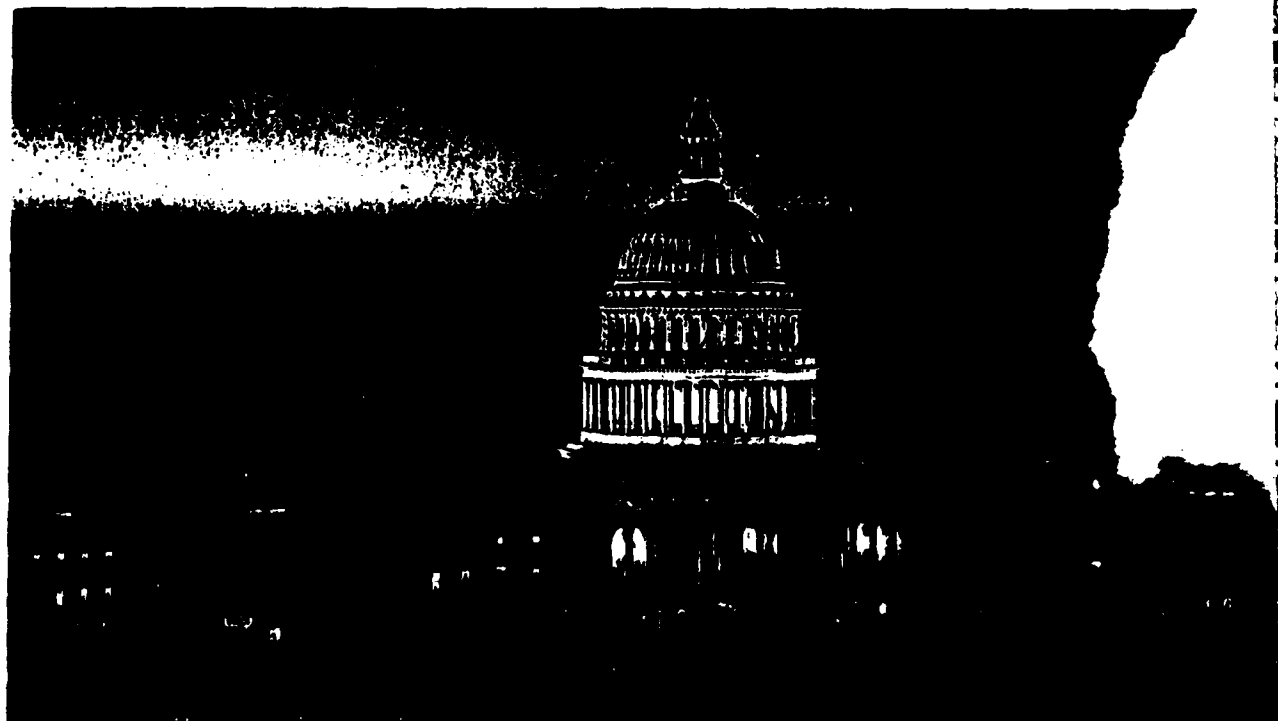
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MANPRINT ON-LINE



SSC-NCR

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REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
US ARMY SOLDIER SUPPORT CENTER
NATIONAL CAPITAL REGION
200 STOVALL STREET
ALEXANDRIA, VIRGINIA 22332-0400

ATNC-NMF-AIB

29 April 1987

FOREWARD

SUBJECT: MANPRINT ON-LINE

The purpose of this document is

1. **PURPOSE:** To provide the combat and training developers, materiel acquisition personnel and proponent offices with a ready reference for sources of MANPRINT data.

2. **INFORMATION:**

a. Work is well underway between AMC, MRSA and SSC-NCR toward establishment of the MRSA Data Base as the core MANPRINT data base. We tentatively envision the MANPRINT Data Base to contain data on all but one of the six domains of MANPRINT. Since training is readily accessible to the proponent through ATRRS, there is no need for duplicating this domain. MRSA plans to have the MANPRINT Data Base on-line in two years.

b. As an interim measure, the enclosed list of current data sources (including data bases, knowledge experts and file custodians) should prove helpful when conducting a MANPRINT analysis. It should be noted that the initial purpose of this primer is to identify the data sources; their validity/reliability can best be determined only through their use. Your feedback will prove extremely useful when the first revision to this primer is completed in 60-90 days.

c. My Action Officer is CPT Ted Barila, commercial (202) 325-3249/8779 or AUTOVON 221-3249/8779.

[Signature]
R. H. TERRELL
Colonel, AG
Commanding

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MANPRINT information spans the six domains of manpower, personnel, training, system safety, human factors engineering, and health hazards. In considering the different aspects of MANPRINT information, the following data sources should provide a solid base on which to build:

A. MANPOWER, PERSONNEL AND TRAINING (MPT)

1. Army Modernization Information Memorandum (AMIM)

a. Description: The AMIM is like a large catalog which identifies key Army modernization systems, provides detailed planning instructions, and establishes system cost estimates used in the development of operations and support costs for all new equipment fielding.

b. Content: Prepared from combat and materiel developer input and distributed Army-wide, the AMIM contains information on personnel, manpower, training, maintenance, transportation, supply, and facilities relating to the nearly 400 AMIM systems (Reference: DA Pamphlet 5-25).

c. POC: ODCSOPS-Force Development, LTC Gray, AV 227-7689.

d. System Characteristics: Hard copy. Request distribution from POC. POC also has list of current distribution to identify offices that are already receiving the AMIM.

2. Army Training Requirements and Resources System (ATRRS)

a. Description: The ATRRS is a major Department of the Army Information System for support of institutional training missions. The system integrates requirements for individuals to be trained with the process by which the training establishment is equipped and class schedules are developed. ATRRS does this by determining requirements, objectives, manpower and costs so that the managers and trainers can schedule classes, fill seats and train soldiers who will maintain the force structure of the Army (Reference: AR 350-10).

b. Content: ATRRS maintains information about:

Training Requirements	Class Schedules
Training Program	Seat Fill
Training Loads	Training Resources
Training Attrition Data	Budget Information.

c. POC: To obtain a LOGON and a PASSWORD, contact the USA Information Systems Command Security Office at: AV 225-4385. Additional information: AV 225-2230/5536.

d. System Characteristics: Automated. IBM 3101 compatible with dial-up on 1200 baud modem.

3. Basis of Issue Plan (BOIP)/Tables of Organization and Equipment (TO&E)

a. Description: The BOIP identifies 100% wartime requirements for new or improved equipment to be adopted into the Army inventory for units organized under that particular TO&E.

b. Content: The requirements are identified for the principal item, associated support items, replaced equipment, and the impact on personnel and training.

c. POC: TRADOC POC, AV 680-4474/3874; USA Manpower and Requirements Documentation Agency (USAMARDA) POC, Jim Lewis AV 345-2597; TRADOC ADP Branch, AV 680-2020.

d. System Characteristics: Hard copy. Numerous copies are currently being sent to various organizations; check with unit Personnel Services at your location first, otherwise coordinate with TRADOC ADP branch for distribution.

4. Defense Technical Information Center (DTIC)

a. Description: DTIC is located on Cameron Station in Alexandria, VA. DTIC is the repository for various technical reports.

b. Content: HARDMAN, Early Comparability Analyses (ECAs) and other MANPRINT reports are available upon request. Other related studies may also be obtained.

c. POC: Information on how to establish an account can be obtained by calling AV 284-7633.

d. System Characteristics: Hard copy. Requested document will be mailed from DTIC.

5. Manpower Requirements Criteria (MARC) Maintenance Data Base

a. Description: The MARC maintenance data base provides criteria for determining non-supervisory enlisted staffing needed (which have measurable workloads) for combat support and combat service support positions in TO&E units (Reference: AR 570-2).

b. Content: The MARC data base contains annual maintenance man-hour data in look-up tables, by MOS/line item number (LIN).

c. POC: The MARC POC is MAJ Holladay, AV 687-4365; TRADOC POC, LTC Cox, AV 680-3121. MARC POC has current distribution list to most schools/centers; to get on distribution list, contact MARC POC for required information.

d. System Characteristics: Hard copy. Updated quarterly; Automated. Extracts available, depending on MOS/LIN requested.

6. Personnel Structure and Composition System (PERSACS)

a. Description: The PERSACS combines data from the HQDA Master Force, the Total Army Authorization Documents (TAADS) and TO&E systems to state military personnel requirements and authorizations by grade and Military Occupational Specialty / Specialty Skill Identifier (MOS/SSI) for each unit in the force for seven years of the SACS (Reference Chief of Staff Regulation 18-11, Force Development Management Information Systems).

b. Content: Includes Active/Reserve/National Guard data on Officer/Warrant/Enlisted personnel from TO&E/TDA organizations.

c. POC: USA Force Development Support Agency, located at the Pentagon; Barbara Pfleeger, AV 224-5081.

d. System Characteristics: Hard copy. Data base is flexible enough for multiple report formats, as requested from POC. POC can also identify other reports that have been produced for other users.

7. Qualitative and Quantitative Personnel Requirements Information (QQPRI)

a. Description: The QQPRI is the supporting document to identify the impact on personnel and training requirements for the principal and Associated Support Items Of Equipment (ASIOE) in the Basis of Issue Plan (BOIP).

b. Content: The QQPRI identifies the operator and maintainer of the principal and ASIOE, and also identifies direct productive annual maintenance manhours for the principal item and ASIOE (Reference AR 71-2).

c. POC: ODCSOPS-Force Development, Ms Latour, AV 227-6063; Documentation POC at TRADOC is Mr DiStefano AV 680-3874.

d. System Characteristics: Hard copy that accompanies the BOIP. Information is incorporated into the automated BOIP.

8. Standard Study Number (SSN)/Line Item Number (LIN)

a. Description: The SSN Master File contains the SSN cross-reference data (between SSN and LIN).

b. Content: An eleven character, alpha/numeric identification number used to indicate either a single LIN/DODAC or a group of LINs/DODACs for which computations for Army Procurement Requirements are made.

c. POC: Chief, Logistics Programs Support Activity at Chambersburg PA, AMSDS-LMS, Carol Hollenshead, AV 570-8531.

d. System Characteristics: Microfiche (SB 700-20, old to new LIN; SB 710-1-1, Standard Study Numbers).

9. Center for Army Lessons Learned

a. Description: The Center for Army Lessons Learned (CALL) is a directorate within the Combined Arms Training Activity (CATA), Fort Leavenworth, Kansas.

b. Content: CALL's mission is to provide combat relevant lessons learned to the total army (active and reserve component). CALL performs many functions in the accomplishment of this mission. The major functions are:

- Represent the army in the field;

- Identify, analyze and fix issues relating to doctrine, training, organization, materiel and leadership development deficiencies in the field;
- Sharing enhancements/disseminating lessons learned;
- Focus all army lessons learned;
- Keeper of training lessons learned/combat reports/ lessons learned from studies.

c. POC: CPT Don Lundy, AV 552-2255/3035.

d. System Characteristics: Hard copy. Contact POC for written products, including bulletins and reports. The reports are keyed to the eight operating systems of:

Command & Control	Maneuver
Fire Support	Intelligence
Air Defense Artillery	Combat Service Support
Mobility	NBC

10. Directorate of Soldier Advocacy (DSA)

a. Description: DSA is located within the Soldier Support Center, Fort Benjamin Harrison, IN. One of the functions of DSA includes annual publication of a source document entitled "I Am The American Soldier" (ITAS).

b. Content: ITAS is designed as a desk reference for personnel within the MANPRINT arena. It provides a demographic portrayal of the Army active duty and reserve components up to and including the out years (beyond year 2000). It relies on existing data extracted from various DOD, DA and allied civilian agency reports and studies.

c. POC: Mrs. Bea Overton, AV 699-3882.

d. System Characteristics: Hard copy. ITAS is currently Field Circular 21-451, published by SSC, Ft Ben Harrison, IN.

11. Force Structure and Programs Directorate (FSPD)

a. Description: FSPD is located within the Soldier Support Center-National Capital Region, Alexandria, VA. FSPD consists of four divisions: Operations/Analysis, Combat Arms, Combat Support and Combat Service Support.

b. Content: FSPD has the technical level responsibility for execution and production of the Living Personnel Management Authorization Document (LPMAD) on a monthly basis; semi-annually, following the close of each MOC window, produces an updated LPMAD incorporating changes in TAADS documents.

c. POC: Operations/Analysis, LTC Rickman, AV 221-3233; Combat Arms, LTC Harbison, AV 221-3236; Combat Support, MAJ Baier, AV 221-3240; Combat Service Support, MAJ Price, AV 221-3245.

d. System Characteristics: Hard copy. Request report from POC.

12. Manning Integration Directorate (MID)

a. Description: MID is located within the Soldier Support Center-National Capital Region, Alexandria, VA. MID consists of three divisions: Personnel Plans, MANPRINT Program, and Materiel.

b. Content:

The Personnel Plans Division is responsible for developing criteria or measures of soldier quality as it relates to accessions; performs analyses to justify soldier quality requirements; employs ORSA techniques on soldier performance; and assists in MANPRINT analyses such as the Early Comparability Analysis (ECA), Hardware versus Manpower (HARDMAN) Comparability Methodology, Manpower Long Range Planning System (MLRPS), and the Training Effectiveness Analysis (TEA). Work is well underway toward establishing the parameters of a Target Audience Description.

The MANPRINT Program Division develops procedural guides (SMMP and HARDMAN) and is responsible for the MANPRINT Staff Officer Course (MSOC).

The Materiel Division provides MANPRINT assistance to the TRADOC System Manager/Combat Developer/Training Developer community through participation in joint working groups and study advisory groups; provides MANPRINT comments on materiel requirements and testing documents; develops MANPRINT impacts on new materiel systems; prepares operator/maintainer MOS decisions.

c. POC: Analysis, Mr Dennis Collins AV 221-0457; MANPRINT, MAJ(P) Maslowski AV 221-2098; Materiel, Mr Fred Rote AV 221-2025.

d. System Characteristics: Hard copy. Request report from POC.

13. Military Occupational Development Directorate (MODD)

a. Description: MODD is located within the Soldier Support Center-National Capital Region, Alexandria, VA. MODD consists of three divisions: MOS Structure, Occupational Survey, and Attitude & Opinion Survey.

b. Content:

MOS Structure Division manages the military occupational classification and grade structure (IAW AR 611-101/112/201). Examples include TWOS, OPMS and EPMS studies.

The Occupational Survey Division manages the Army Occupational Survey Program (AOSP). Examples include task level surveys for training development and classification as well as Warrant Officer Training System (WOTS) surveys.

The Attitude & Opinion Survey division manages the Army Attitude & Opinion Survey Program (AAOSP). Examples include the semi-annual sample survey of military personnel, the Annual Survey of Army Families, and the ODCSPER survey.

c. POC: AOSP POC is MR Badey, AV 221-0582; AAOSP POC is Ms Kerner-Hoeg, AV 221-9680; MOS POC is MR May, AV 221-3211.

d. System Characteristics: Hard copy. Request report from POC.

14. Personnel Proponent Coordination Directorate (PPCD)

a. Description: PPCD is located within the Soldier Support Center-National Capital Region, Alexandria, VA. PPCD serves as the TRADOC and ODCSPER administrative coordination point for personnel proponent matters to include:

Staffing proponent/HQDA initiatives;

Providing data support to proponents;

Conducting/Participating in personnel proponent conferences.

b. Content: PPCD can obtain information on manpower and personnel, including the Trainee, Transients, Holdovers and Student (TTHS) report; and the TAADS data base for all MTOE, TDA, and TO&E documents and historical files. PPCD has access to the Officer and Enlisted Management Files (OMF/EMF). PPCD also has access to FORECAST which includes:

- Personnel Authorizations (against TAADS, TO&E);
- Equipment Authorizations (BOIP);
- Force Accounting System;
- Notional Force System;
- Total Army Analysis;
- Unit Manning System;
- Structure and Accounting System

The initial source for personnel information is the proponent offices located at the various schools and installations. If additional information is needed (for example, the few proponents without access to FORECAST), request assistance from PPCD.

c. POC: PPCD POC is CPT Phelps, AV 221-5089.

d. System Characteristics: Bimonthly magnetic tape extracts of the OMF/EMF; Request hard copy reports from POC.

B. SYSTEM SAFETY FACTORS

a. Description: Commander, USA Safety Center is located at Ft Rucker, AI 36362-5363. Accident records are kept for all Army vehicles, air and ground.

b. Content: MSC Safety Offices relay user requests for lessons learned from accident data of predecessor systems when evaluating new systems.

c. POC: CPT Pat Adamcik, AV 558-6219/3943.

d. System Characteristics: Hard copy. Request report from POC. Depending on amount of data, floppy or tape copies are available.

C. HEALTH HAZARD ASSESSMENT (HHA) DATA

a. Description: The US Army Environmental Hygiene Agency (USAEHA) located at Aberdeen Proving Ground is the designated repository for HHA reports. USAEHA prepares a Health Hazard Assessment (HHA) upon request through official channels.

b. Content: HHA categories include:

Acoustical Energy	Biological Substances
Oxygen Deficiency	Chemical Substances
Radiation Energy	Shock
Trauma	Vibration
Temperature Extremes and Humidity	

c. POC: The USAEHA Health Hazard Office can be reached at AV 584-2925/2926. Other POCs include: HHA Office of the Surgeon General, AV 289-0129; HHA TRADOC Surgeon's Office, AV 680-2226; HHA Coordinating Officer, Army Materiel Command, AV 284-4750.

d. System Characteristics: Hard copy. The completed HHA is returned through official channels.

D. HUMAN FACTORS ENGINEERING (HFE) GUIDANCE

a. GUIDANCE: The Army's MANPRINT activities within the materiel development process is forcing a shift in emphasis within requirement documents (as well as in the formulating of operational test issues and criteria) away from detailing equipment design specifications and towards articulating soldier-machine system performance specifications. As a result, the discipline of the Human Factors Engineering is being called upon to contribute "human performance specifications" to the various documents that accompany materiel acquisition. A concept for developing human performance specifications for systems acquisitions is presented in the Human Engineering Lab (HEL) Technical Memorandum 7-80, dated April 1980. This document assists by providing (1) a conceptual model for soldier performance requirements in system acquisition and (2) a guide for persons who are charged with the responsibility of developing soldier performance specifications. The document presents examples and useful appendices. A second document is ARI Report 84-23 "Human Factors, Manpower, Personnel, and Training Required Operational Capability (ROC) Enhancement" August 1984. The document provides example formats for inserting MANPRINT considerations into ROC documents.

b. DIRECT SUPPORT: For direct HFE support, the USA HEL has field elements at the following TRADOC centers and schools:

TRADOC FIELD ELEMENTS:

* USAADAS-FT BLISS, TX (ATSA-CD-HE)	E. Belarzs	978-2896
* USAOMMCS-REDSTONE ARS, AL (SLCHE-MM)	T. Cook	746-8482
* USAAC-FT KNOX, KY (SLCHE-FK)	E. Schiller	464-6545
* AVNC-FT RUCKER, AL (SLCHE-FR)	R. Armstrong	558-3303
* USAFAS-FT SILL, OK (ATES-HEL)	T. Kinney	639-1219
* USAIC-FT BENNING, GA (SLCHE-FB)	B. Redden	835-7414
* USATCATA-FT HOOD, TX (SLCHE-FH)	J. Geddie	738-9917

c. POC: For those Centers/Schools not currently covered by HEL field elements, the MANPRINT POC at HQ HEL (APG) is Mr. Golden, AV 298-5830.

GLOSSARY FOR MANPRINT ON-LINE

AFQT	ARMED FORCES QUALIFICATION TEST
AMIM	ARMY MODERNIZATION INFORMATION MEMORANDUM NUMBER
ASVAB	ARMED SERVICES VOCATIONAL APTITUDE BATTERY
ATRRS	ARMY TRAINING REQUIREMENTS AND RESOURCES SYSTEM
BCS	BASELINE COMPARISON SYSTEM
BOIP	BASIS OF ISSUE PLAN
ECA	EARLY COMPARITABILITY ANALYSIS
FSPD	FORCE STRUCTURE PROGRAMS DIRECTORATE
HEL	HUMAN ENGINEERING LABORATORY
HHA	HEALTH HAZARD ASSESSMENT
ILS	INTEGRATED LOGISTICS SUPPORT
LOGSACS	LOGISTIC STRUCTURE AND COMPOSITION SYSTEM
LRRDAP	LONG RANGE DEVELOPMENT & ACQUISITION MANAGEMENT PLAN
LSAR	LOGISTICS SUPPORT ANALYSIS RECORD
MAMP	MATERIEL ACQUISITION MANAGEMENT PLAN
MANPRINT	MANPOWER, PERSONNEL, TRAINING, HEALTH HAZARD ASSESSMENT, SYSTEM SAFETY, HUMAN FACTORS ENGINEERING
MAP	MATERIEL ACQUISITION PROCESS
MARC	MANPOWER & AUTHORIZATION REQUIREMENTS CRITERIA
MEPRS	MILITARY ENTRANCE PROCESSING REPORTING SYSTEM
MIST	MAN INTEGRATED SYSTEMS TECHNOLOGY
O & O PLAN	OPERATIONAL AND ORGANIZATIONAL PLAN
PERSACS	PERSONNEL STRUCTURE AND COMPOSITION SYSTEM
PMAD	PERSONNEL MANAGEMENT AUTHORIZATION DOCUMENT
RFP	REQUEST FOR PROPOSAL
SGA	STANDARDS OF GRADE AUTHORIZATIONS (AR 611-201)
SMMP	SYSTEM MANPRINT MANAGEMENT PLAN
SOW	STATEMENT OF WORK
TAAD	TOTAL ARMY AUTHORIZATION DOCUMENT
TAD	TARGET AUDIENCE DESCRIPTION
TOE	TABLE OF ORGANIZATIONAL EQUIPMENT